WEST VALLEY COLLEGE
PROGRAM REVIEW COMMITTEE
Meeting Minutes - Approved
Tuesday, October 16, 2012 Meeting
Fox 106
2:30 – 4:00 PM

I. Call to Order & Roll Call

Committee Chairman, John Hannigan called the meeting to order at 2:30.

Hannigan, John, Faculty, Program Review Chair and Comm. Studies Chair	P	Hanton, Tanya, Classified, Sr. Administrative Asst. and Program Review Recorder	P
Bond, Inge, Administrator, Director of Research, Planning, and Institutional Effectiveness	P	Henderson, Jim, Faculty, Business	P
Davis, Heidi, Faculty, PE	A	Kashima, Stephanie, Administrator, Dean of Instruction and Student Success	P
Flynn, Paula, Classified, Language Arts SOC	P	McGinley, LeAnn, Faculty, Assessment Coordinator	P

II. Order of the Agenda

No changes to the agenda.

III. Approve Minutes

The meeting minutes dated September 18, 2012 were approved.

IV. Comments from Guests

No comments from guests.

V. Status on all Rubric Evaluations

All but one of the rubric evaluations are complete.

VI. Finalize Final Report

The 2012 Program Review Report – A Dialog on Success was presented to the group for final editing before Stephanie Kashima presents the report on Friday, October 19 at the College Council Retreat. Since the report has been through several edits, very few changes were made and most were minor. Only three items sparked discussion.

The term "oversized classes" was changed to "class size" as the definition of what constitutes "oversize" is very subjective and depends on the type of class. At present each

program sets the capacity for each class and therefore, we can't establish a general rule that would be applicable campus-wide. By using the term "class size" instead of "oversized classes," the Program Review Committee can just report what each program states without inadvertently judging or defining the size of a class.

Concerns also arose regarding the answers to the SLO Question #21. One issue raised was whether or not to edit the responses in the interest of clarity and readability. In addition, some of the answers appear to be ambiguous. John will consult with Heidi Diamond, the SLO Committee Chair, for input and guidance.

The remaining time was spent discussing how to graphically portray the correlation between efficiency and success. Inge and Stephanie will work on designing a graph that will best show the two sets of data for all of the programs in an uncluttered format, with less confusing axes labels.

VII. Adjournment

The meeting was adjourned at 4:00.

Minutes prepared by Tanya Hanton.